

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL  
HELD AT MELLOR METHODIST CHURCH ON 6<sup>TH</sup> APRIL 2017 AT 7.00PM**

---

**Present:** Cllr. Nick Marsden (Chairman for the meeting ), Cllrs. Mesdames. Stella Brunskill, Dot Crooks , Margaret Johnson, Messrs. Ian Moss, Michael O’Grady , Alan Upton,  
Also in attendance: 3 residents, Canon C.A. Dorran and the Parish Clerk

**Chairman** welcomed all to the meeting

---

Canon Dorran lead all in Opening Prayers, and Chairman thanked him for this.

**1. To Receive and Approve Apologies for Absence**

---

1.1 Apologies had been received from Cllrs. Noel Walsh and Mrs. Pat Young. It was

**RESOLVED that these apologies be approved.**

**2. Public Session**

2.1 A resident repeated a request from a previous meeting that Mellor Play Area be named in memory of Parish Councillor Margaret Young. He was informed that a decision was to be made as part of the planned improvements, in due course.

2.2 A resident from Glendale Drive requested that improved signage be installed on the cul de sac part of Glendale Drive, as large vehicles cannot turn and drivers are not heeding the existing signage, which is causing damage to boundaries of some properties. Cllr. Brunskill offered to liaise with County Councillor Alan Schofield on this matter.

2.3 A resident, supported by others and some councillors was most critical of the speed bumps on Mellor Lane, as cars can easily drive over them without reducing speed. It was pointed out that the promised “3 options” consultation with Parish Council by County Council had not taken place, but in other areas residents had specified that “soft speed bumps” were wanted outside their houses, to minimise the impact. The residents on Mellor Lane were to be asked for their views.

2.4 A resident asked that the lime trees at Elswick Lodge be cut back. Canon Dorran and the residents then left the meeting.

**3. Minutes of the Previous Meeting**

---

3.1 The minutes of the meeting held on 2<sup>nd</sup> March 2017 : following prior circulation, it was unanimously **RESOLVED that these were approved and signed by the Vice Chairman (in Chairman’s absence) as a correct record.**

**4 Matters Arising from Those Minutes not covered elsewhere on the agenda**

4.1 Members discussed the naming at the Play Area ; as had been agreed in December 2016 (Clerk read appropriate minute) the decision on remembrance had been deferred until the Play Area was further forward. The view was expressed that care must be taken to avoid a precedent; it was widely acknowledged that Cllr. Margaret Young had contributed a great deal to Mellor over many years, however there had been other councillors who had also given commitment, without recognition.

**5. To receive Declarations of Pecuniary or Personal Interest**

5.1 There were no Declarations

**6. To consider any response to be made to Planning Applications**

6.1 There was only one application this month

- 3/2017/0236 Amendments to previously approved 3/2016/0530, Saccary House

**RESOLVED – that Mellor Parish Council had no objections to the above applications.**

**7. To consider and approve or amend Risk Register, Non-Current Assets Register & Publication of Information**

---

7.1 The Asset Register and Publication of Information scheme were not to be amended, following the previous circulation. The Risk Register was discussed, and a slight amendment regarding signing off Play Area Inspection was agreed. It was then

**RESOLVED – subject to the minor amendment to Risk Register, that this, also Asset Register & Publication Scheme be all approved.**

## **8 To further consider signing the Amended Lease Agreement with Mellor Community Association**

8.1 Following March meeting, no progress was reported on this matter, and an Independent Witness had not been identified. Councillors wished this matter to be finalised. Clerk had checked Community Association minutes had confirmed agreement to signature. Following discussion and in the absence of Parish Council Chairman, it was **RESOLVED that the witness be selected, and Cllr. Marsden to sign on behalf of Parish Council Cllr. Marsden will liaise with Mr. Hymas. Clerk to invoice Mellor Community Association £250, as their agreed contribution to Solicitors fees.**

## **9 To further consider any action re. drainage & blocked culvert Glendale Drive following meeting with Lancashire County Council 2<sup>nd</sup> March 2017**

9.1 Clerk had no update, and had tried to ring Mr. Dunderdale, without success  
**RESOLVED – Clerk to email Mr. Dunderdale for an update and circulate the response**

## **10. To consider report of a Working Party for Play Area drainage and improvements, any actions and a timeframe for this**

10.1 Clerk reported on the meeting held 30<sup>th</sup> March (Cllrs. Marsden, Upton, O’Grady, Johnson & Brunskill) She had circulated to Councillors the application for £10,000 to Bae Systems, which had to be submitted prior to Parish Council meeting. Draft application to Lancashire Environmental Fund for £30,000 had been prepared and Clerk reported on further discussions she had with their Fund Manager. Following minor amendments, it was **RESOLVED Clerk to submit full application to Lancashire Environmental Fund. Application to Bae was approved**

10.2 Cllr. O’Grady had agreed to collate responses to flyers seeking information for potential users. Open Meeting to be arranged in school, in May, details to be arranged.

10.3 Clerk informed members that she had consulted with Ribble Valley, as Planning Permission will be needed. She had also spoken with them regarding the Restrictive Covenant regarding fencing held on the land, by Ribble Valley Borough Council, following the original covenant from Lord Alvingham’s Estate to Blackburn Rural District Council. Following advice from Ribble Valley Officer Mr. Gorton, it was **RESOLVED – Clerk to write to Ingham & Yorke to seek permission to allow fencing and, if this is given, to then contact Ribble Valley Borough Council to have this restrictive covenant lifted.**

## **11 To further consider the resiting of the Parish Notice Board to Carter Fold**

11.1 Vice Chairman updated members that the notice board has finally been re-sited to Carter Fold, for which he was thanked.

## **12. To consider Newsletter Delivery to outlying properties**

12.1 Members were aware that newsletters had been delivered promptly. Cllr. Brunskill had not received copy, and would check with her neighbours, as there was some confusion for Mr. Whelan regarding the boundary of the parish. Cllr. Walsh had delivered a large number to outlying properties, which had caused him some difficulty. Clerk to liaise with Cllr. Walsh & seek other volunteers prior to the next newsletter. Cllr. O’Grady suggested that he deliver Barker Lane area, since this adjoins Mellor Lane from Old Dad’s to Spread Eagle.

## **13. Accounts**

13.1 **Balances** – Scholarship Fund £1,185.49,  
Current Account £3,895.43, Bank Instant Account £11,066.20

### **13.2 The following payments were requested:**

Mellor Methodist Church – room hire Jan to March 2017	£73.60	1440
J. Whelan newsletter delivery 112	£45.00	1441
EON – War memorial lights Oct 16 to 16.03.17	£19.48	1442
Taylor’s Solicitors MCA amended lease	£600.00	1443
Blackburn College Newsletter 112 & inserts	£248.00	1444
Teresa Taylor March net salary & exp’s to 31.03.17	£459.68	1445
HMRC – PAYE to 05.04.17	£42.40	1446
W. Guilfoyle – re-siting notice board	£197.00	1447
Ribble Valley Contract for Grounds Maintenance (£2,392.90 as 2016.17) was approved.		

**RESOLVED- All disbursements were approved for payment.**

13.3 To consider Clerk’s Contract (due for review in June) **This matter to be considered as a**

### **Confidential Matter, for exclusion of Press & Public**

Vice Chairman had circulated draft documents for Clerk's Contract and Grievance Procedure to all councillors. He (as well as Clerk) had received a brief email from Chairman who wished to query a point, but had not specified. As no update was available, it was

**RESOLVED – Vice Chairman and Clerk to sign contract of employment, Clerk to sign Grievance Procedure, with Annual Appraisal due in June.**

#### **14. To receive reports from meetings**

##### **14.1 RVBC Report by Borough Councillors**

Cllr. Brunskill reported that, following Stuart Hirst standing down, a new Leader will be elected 24<sup>th</sup> April. Council has a new agency to deal with the vulnerable, which is of necessity replacing a number of previous agencies, now closed. She reminded all that County Council elections will take place on 4<sup>th</sup> May and informed all on the recent Rural Forum which she and the Clerk had attended. There were good speakers including those from Plunkett Foundation, Hyndburn & Ribble Valley Community Voluntary Service, Leader Funding through County Council, and Chipping Village Hall – plenty to consider when undertaking a project.

##### **14.2 Ribble Valley Liaison Meeting 30<sup>th</sup> March**

Cllr. Walsh had updated Clerk regarding phone box at Spread Eagle will be adopted by the licensees. Clerk had received a quantity of Dog poo Bags, and posters for a Dog Trust event to be held at Mellor Brook Community Centre, Wednesday 14<sup>th</sup> June, 11am till 3pm

#### **15. Matters brought forward by Members (For Information Only)**

15.1 Members were informed that Clerk had a reply from Royal Mail, again refusing to move the postbox, as the existing arrangements complies with their legal duties.

15.2 Cllr. Moss suggested that a plaque be added to the new benches, noting that these had been provided by Mellor Parish Council. Clerk will investigate with suppliers.

15.3 Cllr. O'Grady informed that some wiring was showing, and a large amount of plastic fencing had been left following work some time ago on Mellor Lane, adjacent to Elswick Lodge. Clerk will contact County Council Highways.

15.4 Cllr. Upton reported that tree roots are pushing up tarmac of the pavements in Glendale Drive area.

15.5 Clerk informed members that the planting at the War Memorial is due to start in the near future. There was no update on pointing to the flags, it was considered that this matter needed to progress and therefore that contractors be considered to quote, rather than relying on volunteers. Cllr. Marsden will speak to Will Guilfoyle.

#### **16. To report any matters requiring attention to the Tree Warden**

16.1 Cllr. Johnson had no matters to report.

#### **17. To receive Mellor Community Association Minutes since December**

17.1 In response to her query, Clerk had been informed that the Minutes are now available through the Village Hall website.

#### **18 Date of next meeting**

18.1 Members were reminded that the next Parish Council Meeting will be on **Thursday 4<sup>th</sup> May 2017, starting at 7.00pm.**

**THIS WILL FOLLOW THE ANNUAL PARISH COUNCIL MEETING**

**The Chairman closed the Meeting at 8.36pm, thanking all for their participation.**